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## *Memorandum*

TO: BATA Oversight Committee

DATE: March 3, 2010

FR: Executive Director

RE: Purchase Order Amendment – Purchase of 50,000 FasTrak<sup>®</sup> Retail Toll Tags: Sirit Corporation

In September 2009, following an Invitation For Bid (IFB), BATA entered into a contract with Sirit Corporation to purchase 110,000 retail toll tags to fulfill new FasTrak<sup>®</sup> retail accounts. The retail toll tags are those that may be obtained at participating Safeway and Costco retail locations. The contract included two options for BATA to purchase an additional 50,000 tags (25,000 toll tags per option) at any time after the initial quantity of 110,000 had been ordered.

In order to replenish BATA's current supply and maintain a sufficient continuous supply of retail toll tags to meet demand, staff is requesting the Committee to authorize both options for a total of 50,000 additional retail toll tags. These tags are projected to last until November 2010.

### *Recommendation*

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order amendment to Sirit Corporation in an amount not to exceed \$1,056,675 to furnish 50,000 retail toll tags for the FasTrak<sup>®</sup> Program.

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Steve Heminger

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## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Purchase Order Amendment

Work Item No.:	1252
Vendor:	Sirit Corporation Chula Vista, CA
Work Project Title:	FasTrak <sup>®</sup> Retail Toll Tags
Purpose of Project:	To replenish inventory of non-retail toll tags.
Brief Scope of Work:	Exercise Options 1 and 2 to purchase 50,000 retail toll tags for the FasTrak <sup>®</sup> Program (each option is 25,000 tags).
Project Cost Not to Exceed:	\$1,056,675 – this amendment, current purchase order amount \$7,179,915
Funding Source:	Toll Funds
Fiscal Impact:	Project costs are consistent with funds programmed and budgeted in the BATA Toll Bridge Rehabilitation Program.
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order amendment to Sirit Corporation to purchase 50,000 retail toll tags for the FasTrak <sup>®</sup> Program and the Chief Financial Officer is authorized to set aside funds up to \$1,056,675 for such amendment.
BATA Oversight Committee:	<hr/> Bill Dodd, Chair
Approved:	Date: March 10, 2010